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CODIB-D-111/1.1/5
3 February 1967UNITED STATES INTELLIGENCE BOARD
COMMITTEE ON DOCUMENTATIONReport of Task Team I - Content Control

REFERENCES: a. USIB-D-39.7/6 (6 May 1964)
b. CODIB-D-111/1.1 series (30 October 1964 - 15 January 1967)

A. Background

This is a report on the study undertaken by CODIB's Task Team I, pursuant to USIB direction contained in reference (a). The objective of the task team was to develop a scheme for identifying the substantive content of intelligence items at or near the time of their publication and to determine the feasibility of its application throughout the intelligence community. The scheme was to be designed primarily to facilitate the dissemination of intelligence items.

B. Summary of Task Team Accomplishments

1. In the course of its deliberations, the task team:

(a) identified major publishers of intelligence items and the primary distribution points through which these items flow;

(b) reviewed existing subject codes with special emphasis on those used by analysts to express their intelligence interests;

(c) developed, tested and completed the design of a coding scheme with which to indicate the substantive content of intelligence items regardless of originator/source, security classification, method or date of acquisition, and technical processing;

(d) estimated the type and amount of training necessary for an individual to apply content control codings to intelligence items; and

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Group 1
Excluded from automatic
downgrading and
declassification.

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(e) estimated the characteristics of the proposed Content Control System in terms of effectiveness, efficiency and economy.

2. Based on the foregoing considerations, the task team concludes that:

(a) the application of content control codings to the bulk of intelligence items by producing agencies is feasible and will contribute substantially to improved information exploitation throughout the community, and

(b) recommends procedures for implementing and monitoring community-wide content control applications.

C. CODIB Comment on the Report

The task team report and its attached code book satisfy the objective and design parameters set forth in the terms of reference under which the task team operated. CODIB concurs in the team's conclusion that application of the proposed Content Control Code on a community-wide basis is both feasible and desirable. CODIB agrees that the effectiveness of a content control system will be directly related to the number of documents to which it is applied and the extent to which it includes all sources and security classifications, all methods and dates of acquisition, and the products of all technical processes. CODIB realizes that the availability of personnel resources and the problems inherent to integration of a content control system into existing operations will be critical and will probably make it necessary to implement content control incrementally in the various agencies.

D. Recommendations

CODIB endorses the Final Report of its Task Team on Content Control and recommends that USIB:

1. Note the attached report.
2. Approve the proposed Content Control Code for indicating the substantive content of the bulk of intelligence reporting.
3. Request each of the member agencies to develop, and submit to CODIB within 30 days after USIB approval of this report, a time-phased plan for application of the Content Control Code to its intelligence products.
4. Direct CODIB to coordinate these plans so as to insure that a realistic and representative effort will be initiated.

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5. Request each of the member agencies to designate a representative to provide liaison between appliers and users in his agency and between his agency and the CODIB Support Staff.

6. Direct CODIB to maintain the content control scheme as a viable system.

7. Urge member agencies to consider use of the Code to express requirements for reports from other agencies; to facilitate dissemination of such reports; to organize intelligence information in reports, on publication lists, in document files, and wherever else it is found useful.

[Redacted Signature]

Chairman

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Attachment: a/s

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